



Kenneth W. Jenkins
County Executive

Department of Probation

Rocco A. Pozzi
Commissioner

#112950

Date: January 26, 2026

To: Honorable Board of Acquisition and Contract

From: Rocco A. Pozzi
Commissioner, Department of Probation

RE: Authority for the County of Westchester to enter into an agreement with the YWCA of White Plains and Central Westchester, Inc. for the provision of supervised visitation services, for a term commencing retroactively on January 1, 2026 and terminating on December 31, 2029, with the County having the option to renew the agreement for two additional one year terms, at a cost not to exceed \$390,234.00 per year, payable pursuant to an approved budget.

Authority is hereby requested for the County of Westchester (the "County"), acting by and through its Department of Probation (the "Department"), to enter into an agreement (the "Agreement") with the YWCA of White Plains and Central Westchester, Inc. (the "YWCA"), pursuant to which the YWCA will provide supervised visitation services under its YWCA Supervised Visitation Program (the "Program"), for a period commencing retroactively on January 1, 2026 and terminating on December 31, 2029 with the County having the option, in its sole discretion, to renew and extend the Agreement for two (2) additional one year terms, at a cost not to exceed \$390,234.00 per year, payable pursuant to an approved budget.

Family and Supreme Court Judges order supervised visitation in matrimonial, custody and family visitation matters when significant risk factors are presented by the non-custodial parent, such as domestic violence, chemical dependency, mental instability or other risks resulting from present or prior criminality.

The YWCA operates a Supervised Visitation and Safe Exchange Center where it administers the Program. The mission of the Program is to facilitate the safe transfer of children from one parent to another during custodial visits. The Program is the only program that provides visits between children and their non-custodial parent in a safe, secure, and nurturing environment for children. It is also the only program that allows parents of all incomes the opportunity to see their children when the court orders supervised visitation or safe exchanges.

In accordance with the Program, a trained YWCA staff member will monitor each visit between children and their non-custodial parent. The supervised visits are available to as many as 50 families per week for one 90-minute session per family per week. The objectives of the visits are to reduce or eliminate the nervousness, tension and reluctance that children may have around their non-custodial parent. Additionally, the Program aims to inhibit parental

behavior and/or discussion that inappropriately involves the children by creating a neutral, supportive and child-friendly setting that supports child safety and provides structure to the family relationship. The Program aims to have a positive impact on participating families by building and maintaining the relationships between children and their non-custodial parents. The Program's outcomes will be measured by (1) the Program's ability to service the required number of families as per the proposal, (2) the number and/or severity of safety and security incidents in the County, and (3) custodial parent and child supports.

The Program's Safe Exchange option eliminates parental contact during the transfer of a child from one parent to the other and is usually ordered in cases where Orders of Protection have been issued and/or supervised visitation has not been directed by the court. Safe exchanges can be arranged at any time during the regular operating hours of the YWCA.

On a quarterly basis, the YWCA will provide the Department with reports on the number of cases served within each facet of the Program, the status of each case, the number of cases closed, the reason(s) for each case closing and any allowable fees received by the YWCA that are charged to clients on a sliding scale basis.

The public purpose of the Agreement is (1) to protect children and custodial parents involved in Family and Supreme Court cases under the County's jurisdiction by supervising face-to-face interactions between children and their potentially harmful non-custodial parent, and (2) to provide the Court and the Judge with valuable insight on these interactions through case reports.

The Agreement impacts the County's 3 critical priority areas in the following manner:

1. Fiscal Responsibility – The Program provides a neutral, safe and supervised location where families of all incomes can visit their children when ordered to by the court. This is the only location that provides these services to Westchester County residents of all income levels.
2. Safety and Security – The Program provides a safe, secure, and nurturing environment for Westchester County families involved in the Program. Many children and family members involved in the Program are, or are related to, victims of domestic violence, chemical dependency, mental instability or other risk factors.
3. Health and Environment – The Program provides therapeutic services to many children and families where high risk factors are involved.

In accordance with Section 6 of the County's Procurement Policy, the County issued a Request for Proposals on April 1, 2024 (the "April RFP") which requested proposals for a five (5) year term, with the County having the option to renew and extend the resulting agreement for two (2) additional one-year terms. In response to the April RFP, the County received only one proposal from YWCA. Due to the high costs proposed by YWCA to run the Program, the County reissued its RFP on July 3, 2024 (the "July RFP"). In response to the July RFP, the County received again only one proposal from YWCA, which currently runs the Program for the County. After successful fiscal negotiations, which significantly reduced the program costs proposed by YWCA, and following careful review of the YWCA's proposal in accordance with the evaluation criteria and specifications set forth in the RFP, the County decided to award the contract to YWCA for the continued provision of the Program.

On November 27, 2024, your Honorable Board approved Resolution No.109917 (the "2024 Resolution"), which authorized the Department to enter into an agreement with YWCA for the provision of the Program for a one year term commencing on January 1, 2025 through December 31, 2025 in an amount not to exceed \$390,234.00 (the "2025 Agreement"). Although the July RFP encompassed a potential five (5) year term with the County having the option to renew and extend the agreement for two (2) additional one year terms, the 2024 Resolution and the 2025 Agreement did not include the contemplated five (5) year term with the two (2) one year options to renew and extend the agreement. The 2025 Agreement was subsequently executed.

In order to correct this inadvertent error, authority is being requested herein for authority to enter into the Agreement which includes the remaining four (4) year term with the County having the option to renew and extend the Agreement for two (2) additional one year terms.

However, it should also be noted that the Agreement is exempt from the County Procurement Policy and Procedures in accordance with Section (3) (xviii) thereof.

Attached for your approval is an appropriate resolution.

RAP/DO/LC
Enclosure

APPROVED BOARD OF ACQUISITION & CONTRACT - 02/12/2025 - RAYMOND SCULLY SECRETARY

RESOLUTION

Upon a communication from the Commissioner of Probation, be it hereby

RESOLVED, that the County of Westchester (the "County") be, and hereby is, authorized to enter into an agreement with the YWCA of White Plains and Central Westchester, Inc. (the "YWCA"), pursuant to which the YWCA will provide a supervised visitation services related to the court-ordered supervised visitation of children for the period commencing retroactively on January 1, 2026 and terminating on December 31, 2029, with the County having an option to renew and extend the agreement for two (2) additional one-year terms, at a cost not to exceed \$390,234.00 per year, payable pursuant to an approved budget (the "Agreement"); and be it further

RESOLVED, that this Agreement is subject to the County appropriations; and be it further

RESOLVED, that this Agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this Agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s) to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to YWCA, then YWCA shall have the right to terminate this Agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive, or his duly appointed designee, be, and hereby is, authorized to execute such documents and take such actions as may be necessary and appropriate to effect the purposes hereof.

Account to be
Charged/Credited

Fund	Dept	Major Program, Program & Phase Or Unit	Object/ Sub- Object	Trust Account	Dollars	Year
101	39	1000	4380		\$390,234.00	2026
101	39	1000	4380		\$390,234.00	2027
101	39	1000	4380		\$390,234.00	2028
101	39	1000	4380		\$390,234.00	2029

Budget Funding Year(s) 2026 Start Date 01/01/2026 End Date 12/31/2029
(must match resolution)

Funding Source Tax Dollars \$1,560,936.00
\$1,560,936.00
 (must match resolution) State Aid _____
 Federal Aid _____
 Other _____

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